

Comprehensive Annual Financial Report For the Fiscal Year Ended June 30, 2004

#### Comprehensive Annual Financial Report June 30, 2004

#### **Table of Contents**

	Page
Introductory Section (Not Covered by Independent Auditors' Report)	
Letter of Transmittal Regional Council Officers and Members Organizational Chart – Southern California Association of Governments Organization Chart – Finance Department	1 5 8 9
Financial Section	
Independent Auditors' Report	10-11
Management's Discussion and Analysis (Unaudited)	12-24
Basic Financial Statements:     Statement of Net Assets     Statement of Activities     Balance Sheet – Governmental Funds     Reconciliation of Total Governmental Fund Balances to Net Assets of Governmental     Activities in the Statement of Net Assets     Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds     Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances     of Governmental Funds to the Statement of Activities     Statement of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual –     General Fund     Notes to Basic Financial Statements	25 26 27 28 29 30 31 32-42
<b>Supplemental Combining Financial Statements</b>	
Special Revenue Funds: Balance Sheet – Federal Transportation Administration – Major Fund Statement of Revenues, Expenditures, and Changes in Fund Balances – Federal	43
Transportation Administration – Major Fund Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual on	44 45
a Budgetary Basis – Federal Transportation Administration – Major Fund Balance Sheet – Federal Highway Administration – Major Fund Statement of Revenues, Expenditures, and Changes in Fund Balances – Federal Highway	46
Administration – Major Fund Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual on	47
a Budgetary Basis – Federal Highway Administration – Major Fund Combining Balance Sheet – Nonmajor Funds	48 49
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Funds	50

#### Comprehensive Annual Financial Report June 30, 2004

#### **Table of Contents**

	Page
Combining Balance Sheet – Federal Nonmajor Funds	51
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Federal	
Nonmajor Funds	52
Combining Balance Sheet – State Nonmajor Funds	53
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances –	
State Nonmajor Funds	54
Combining Balance Sheet – Local Nonmajor Funds	55-56
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances –	
Local Nonmajor Funds	57-58
·	
Supplemental Schedules	
Supplemental Schedule of Indirect Costs and Changes in Indirect Costs	59
Supplemental Schedule of Fringe Benefits and Changes in Fringe Benefits	60
Distribution of Salaries and Fringe Benefits by Project Area	61
Statistical Section	
General Governmental Expenditures by Type – Last Ten Fiscal Years	62
General Governmental Revenues by Source – Last Ten Fiscal Years	63
Major Federal Fund Revenues – Last Ten Fiscal Years	64
Indirect and Fringe Benefit Costs – Last Ten Fiscal Years	65
Population by County in the SCAG Region – Last Ten Calendar Years	66
Number of Households by County in the SCAG Region – Last Ten Calendar Years	67
Wage and Salary Employment by County in the SCAG Region – Last Ten Calendar Years	68
Labor Force by County in the SCAG Region – Last Ten Calendar Years	69
Unemployed by County in the SCAG Region – Last Ten Calendar Years	70
Housing Units by County in the SCAG Region – Last Ten Calendar Years	71
Median Home Values by County in the SCAG Region – Last Ten Calendar Years	72
Land Use by County in the SCAG Region – Last Ten Calendar Years	73
Assessed Valuation by County in the SCAG Region – Last Ten Fiscal Years	74

## **Introductory Section**

SOUTHERN CALIFORNIA



#### ASSOCIATION of GOVERNMENTS

#### Main Office

818 West Seventh Street 12th Floor Los Angeles, California 90017-3435

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www.scag.ca.gov

#fficers: President: Councilmember Ron Roberts,
Temecula - First Vice President: Supervisor Hank
Kuiper, Imperial County - Second Vice President:
Mayor Toni Young, Port Hueneme - Immediate
ast President: Councilmember Bev Perry, Brea

nperial County: Hank Kuiper, Imperial County •

Los Angeles County: Yvonne Brathwaite Burke, Los Angeles County - Zev Yaroslavsky, Los Angeles County - Jim Aldinger, Manhattan Beach - Harry aldwin, San Gabriel - Paul Bowlen, Cerritos - ony Cardenas, Los Angeles - Margaret Clark, Osemead - Gene Daniels, Paramount - Mike Dispenza, Palmdale - Judy Dunlap, Inglewood - Rae Gabelich, Long Beach - Eric Garcettl, Los Angeles - Frank urulé, Cudahy - James Hahn, Los Angeles - Frank urulé, Cudahy - James Hahn, Los Angeles - Inice Hahn, Los Angeles - Martin Ludlow, Los Angeles - Keith McCarthy, Downey - Llewellyn Miller, Claremont - Cindy Miscikowski, Los Angeles - Paul Nowatka, Torrance - Pam 'Connor, Santa Monica - Alex Padilla, Los Angeles - Beatrice Proo, Pico Rivera - Ed Reyes, Los Angeles - Greig Smith, Los Angeles - Dick Stanford, Azusa - Tom Sykes, Walnut - Paul Talbot, Alhambra - Sidney Tyler, Pasadena - Tonia eyes Uranga, Long Beach - Antonio Villaraigosa, os Angeles - Dennis Zimes - Boh Yousefian, Glendale - Dennis Zine, Los Angeles - Boh Yousefian, Glendale - Dennis Zine, Los Angeles - Boh Yousefian, Glendale - Dennis Zine, Los Angeles - Donnis Zine, Los Angeles - Dennis Zine, Los Ang

Orange County: Chris Norby, Orange County •
Lou Bone, Tustin • Art Brown, Buena Park •
Lichard Chavez, Anaheim • Debbie Cook,
luntington Beach • Cathryn DeYoung, Laguna
liquel • Richard Dixon, Lake Forest • Alta Duke, La
Palma • Bev Perry, Brea • Marilyn Poe, Los
Alamitos • Tod Ridgeway, Newport Beach

Piverside County: Marion Ashley, Riverside Lounty • Thomas Buckley, Lake Elsinore • Bonnie Jickinger, Moreno Valley • Ron Loveridge, Jiverside • Greg Pettis, Cathedral City • Ron Roberts, Temecuia

San Bernardino County: Paul Biane, San Bernardino County • Bill Alexander, Rancho Lucamonga • Edward Burgnon, Town of Apple alley • Lawrence Dale, Barstow • Lee Am Garcia, Frand Terrace • Susan Longville, San Bernardino • Gary Ovitt, Ontario • Deborán Robertson, Rialto

Ventura County: Judy Mikels, Ventura County • Sien Becerra, Simi Valley • Carl Morehouse, San Buenaventura • Toni Young, Port Hueneme

Drange County Transportation Authority: Charles Smith, Orange County

Riverside County Transportation Commission: Pobin Lowe, Hemet

Ventura County Transportation Commission: Bill Davis, Simi Valley

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The Honorable President and Members of the Regional Council Southern California Association of Governments 818 West Seventh Street, 12th Floor Los Angeles, CA 90017

#### **Introductory Section**

We hereby submit the Comprehensive Annual Financial Report (CAFR) of the Southern California Association of Governments (SCAG) for the fiscal year ended June 30, 2004.

This introductory section of the CAFR provides general information of the SCAG's structure and its personnel, as well as information useful in assessing SCAG's financial condition. This section includes the:

- Letter of Transmittal
- SCAG's Organizational Chart and List of Principal Officials
- Organizational Chart for SCAG's Finance Department.

This report consists of management's representations concerning the finances of the Southern California Association of Governments. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of SCAG has established a comprehensive internal control framework that is designed both to protect SCAG's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of SCAG's financial statements in conformity with generally accepted accounting principles (GAAP). Because the cost of internal controls should not outweigh their benefits, SCAG's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

SCAG's basic financial statements have been audited by KPMG LLP, an international public accounting firm fully licensed and qualified to perform audits of the state and local governments within the State of California. The goal of the independent audit was to provide reasonable assurance that the financial statements of SCAG, for the fiscal year ended June 30, 2004, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditors concluded, based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the Southern California Association of Governments financial statements for the fiscal year ended June 30, 2004 are fairly

presented in conformity with accounting principles generally accepted in the United States of America. The independent auditors' report is presented as the first component of the fiscal section of this report.

The independent audit of the financial statements of SCAG was part of a broader, federally mandated "Single Audit" designed to meet the special needs of federal grantor agencies. The standards governing Single Audit presentation of the financial statements also require evaluation of the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of Federal awards. These reports are available in SCAG's separately issued Single Audit Report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. SCAG's MD&A can be found immediately following the report of the independent auditors in the financial section of the CAFR.

**Profile of the Southern California Association of Governments.** SCAG is the largest regional planning agency in the nation, functioning as the Metropolitan Planning Organization for six counties. SCAG represents:

Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties

- 187 Cities
- 38,000 square miles
- 17 million people
- 10th largest economy in the world.

At SCAG, city and county governments throughout Southern California come together to develop solutions to common problems in transportation, housing, air quality, waste management, and other issues. SCAG also acts as an information clearinghouse, providing cities and counties a wide array of demographics, forecasting, mapping, and other regional statistics and data.

Decision making occurs through SCAG's Regional Council, a governing body composed of 76 city- and county-elected officials and transportation commissioners. SCAG's policy-making process is guided by the work of three policy committees (Transportation and Communications; Community, Economic and Human Development; Energy and Environment), and its operations are governed by the Administration Committee.

SCAG operates via a number of critical partnerships at the local, state, and federal levels. In addition to its federal and state funding partners (Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, Federal Railroad Administration, California Department of Transportation, and the like), SCAG's planning efforts are also closely coordinated with 14 subregions and 6 county transportation commissions (CTCs).

#### SCAG's Mission Statement is:

Leadership, vision, and progress, which promote economic growth, personal well-being, and livable communities for all Southern Californians.

SCAG develops long-term solutions for regional challenges such as transportation, air quality, housing, growth, hazardous waste, and water quality. Since these issues cross city and county boundaries, SCAG works with cities, counties, and public agencies in the six-county region to develop plans and strategies that will:

- Enable the efficient movement of people, goods, and information
- Enhance economic growth and international trade
- Improve the environment and quality of life for all residents.

SCAG also is responsible for managing state-mandated programs such as the Regional Housing Needs Assessment. Furthermore, the agency acts as an information clearinghouse, providing mapping, forecasting, and regional statistics and data.

SCAG prepares the Regional Transportation Plan (RTP), a comprehensive 20-year transportation plan that provides a vision for the future of our multimodal transportation system and specifies how we can achieve that vision. The 2004 RTP identifies major challenges as well as potential opportunities associated with growth, transportation finances, the future of airports in the region, and impending transportation system deficiencies that could result from unprecedented growth projections for the region. SCAG also completes the Regional Transportation Improvement Program (RTIP). The RTIP identifies transportation capital projects proposed for the region over a six-year period and is the primary instrument for funding and, in turn, implementing transportation projects identified in the RTP.

The annual financial plan serves as the foundation for SCAG's financial planning and control. SCAG adopts an annual budget by July 1 of each fiscal year consisting of the General Fund and the Overall Work Program (OWP). The OWP includes the budgets for direct labor, other direct expenses, fringe benefits, and indirect cost and also requires concurrence from the federal and state funding agencies. These budgets are adopted and presented for reporting purposes on a basis consistent with generally accepted accounting principles.

The level of appropriated budgetary control is the total OWP and General Fund budgets which are defined as the SCAG's total budget for all funds and include all approved revisions and amendments. Supplemental appropriations during the year must be approved by the Regional Council and funding agencies. Unexpended or unencumbered appropriations lapse at the end of the fiscal year and may be reappropriated in the ensuing year's budget by action of the Regional Council and the funding agencies. SCAG utilizes an encumbrance system whereby commitments such as purchase orders and unperformed contracts are recorded as commitments.

Budgets to actual comparisons are provided in this report for Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) major individual funds for which an appropriated annual budget has been adopted. This comparison, beginning on page 45, is presented as part of the supplemental combining financial statements.

The listing of the Regional Council officials is found on page 5. The organization chart for SCAG is found on page 8 and the organization for the Finance Department is found on page 9.

In the prior fiscal year, SCAG adopted GASB 34, as amended by GASB 37 and GASB 38. Since this will be the second year of presenting the CAFR in accordance with these pronouncements, there will be comparisons between the current and prior year in the MD&A.

The preparation of the Comprehensive Annual Financial Report and Single Audit was made possible by the dedicated service of the entire staff of the Finance Department. Each member of the department has our sincere appreciation for the contribution made in the preparation of this report.

In closing, we are also grateful for the leadership and support of the Regional Council of SCAG throughout the entire year.

Sincerely,

Mark A. Pisano

Executive Director

Marl Peraus

Heather Copp

Chief Financial Officer

The Southern California Association of Governments (SCAG) region includes 6 counties, 187 cities, 38,000 square miles, and a population of over 17 million people. SCAG is the nation's largest Council of Governments. It is officially designated as the region's Metropolitan Planning Organization. SCAG is legally mandated to prepare comprehensive plans for air, water quality, housing allocation, strategic growth, and transportation. There are 76 seats on the SCAG Regional Council. The following is a listing of members as of September 30, 2004:

#### **Regional Council Officers And Members**

President Honorable Ron Roberts, Councilmember

City of Temecula

First Vice President Honorable Hank Kuiper, Supervisor

County of Imperial

Second Vice President Honorable Toni Young, Mayor

City of Port Hueneme

Past President Honorable Bev Perry, Councilmember,

City of Brea

Honorable Jim Aldinger, Councilmember

Honorable Bill Alexander, Mayor Honorable Marian Ashley, Supervisor

Honorable Harry Baldwin, Councilmember Honorable Glen Becerra, Councilmember

Honorable Paul Biane, Supervisor

Honorable Paul Bowlen, Councilmember Honorable Lou Bone, Mayor Pro-Tem Honorable Art Brown, Councilmember

Honorable Edward Burgnon, Councilmember

Honorable Thomas Buckley, Councilmember

Honorable Yvonne Braithwaite-Burke, Supervisor

Honorable Tony Cardenas, Councilmember Honorable Richard Chavez, Councilmember Honorable Margaret Clark, Councilmember

Honorable Debbie Cook, Councilmember Honorable Lawrence Dale, Councilmember

Honorable Gene Daniels, Councilmember Honorable Cathryn De Young, Councilmember

Honorable Catnryn De Young, Councilmemo Honorable Mike Dispenza, Councilmember

Honorable Richard Dixon, Councilmember

Honorable Alta Duke, Councilmember Honorable Judy Dunlap, Councilmember

Honorable Bonnie Flickinger, Councilmember

Honorable Eric Garcetti, Councilmember Honorable Rae Gabelich, Councilmember

Honorable Lee Ann Garcia, Councilmember

Honorable Wendy Gruel, Councilmember

City of Manhattan Beach

City of Rancho Cucamonga

County of Riverside City of San Gabriel

City of Simi Valley

County of San Bernardino

City of Cerritos

City of Tustin

City of Buena Park

City of Lake Elsinore

Town of Apple Valley

County of Los Angeles

City of Los Angeles

City of Anaheim

City of Rosemead

City of Huntington Beach

City of Barstow

City of Paramount

City of Laguna Niguel

City of Palmdale

City of Lake Forest

City of La Palma

City of Inglewood

City of Moreno Valley

City of Los Angeles

City of Long Beach

City of Grand Terrace

City of Los Angeles

Honorable Frank Gurule, Councilmember

Honorable James Hahn, Mayor

Honorable Janice Hahn, Councilmember

Honorable Isadore Hall, Councilmember

Honorable Sandra Jacobs, Mayor Pro Tem

Honorable Tom LaBonge, Councilmember

Honorable Susan Longville, Councilmember

Honorable Ron Loveridge, Mayor

Honorable Martin Ludlow, Councilmember

Honorable Keith McCarthy, Councilmember

Honorable Llewellyn Miller, Councilmember

Honorable Judy Mikels, Supervisor

Honorable Cindy Miscikowski, Councilmember

Honorable Chris Norby, Supervisor

Honorable Carl Morehouse, Councilmember

Honorable Paul Nowatka, Councilmember

Honorable Pam O'Connor, Councilmember

Honorable Gary Ovitt, Mayor

Honorable Alex Padilla, Councilmember

Honorable Bernard Parks, Councilmember

Honorable Jan Perry, Councilmember

Honorable Greg Pettis, Councilmember

Honorable Marilyn Poe, Councilmember

Honorable Beatrice Proo, Councilmember

Honorable Ed Reyes, Councilmember

Honorable Tod Ridgeway, Councilmember

Honorable Deborah Robertson, Councilmember

Honorable Jo Shields, Councilmember

Honorable Greig Smith, Councilmember

Honorable Dick Stanford, Councilmember

Honorable Tom Sykes, Councilmember

Honorable Paul Talbot, Councilmember

Honorable Sidney Tyler, Jr. Vice Mayor

Honorable Tonia Reyes Uranga, Councilmember

Honorable Antonio Villariagosa, Councilmember

Honorable Dennis Washburn, Mayor Pro Tem

Honorable Jack Weiss, Councilmember

Honorable Zev Yaroslavsky, Supervisor

Honorable Bob Yousefian, Councilmember

Honorable Dennis Zine, Councilmember

City of Cudahy

City of Los Angeles

City of Los Angeles

City of Compton

City of El Segundo

City of Los Angeles

City of San Bernardino

City of Riverside

City of Los Angeles

City of Downey

City of Claremont

County of Ventura

City of Los Angeles

County of Orange

County of Orange

City of San Buena Ventura

City of Torrance

City of Santa Monica

City of Ontario

City of Los Angeles

City of Los Angeles

City of Los Angeles

City of Cathedral City

City of Los Alamitos

City of Pico Rivera

City of Los Angeles

City of Newport Beach

City of Rialto

City of Brawley

City of Los Angeles

City of Azusa

City of Walnut

City of Alhambra

City of Pasadena

City of Long Beach

City of Los Angeles

City of Calabasas

City of Los Angeles

County of Los Angeles

City of Glendale

City of Los Angeles

#### **County Transportation Commission Representatives**

Honorable Bill Davis, Mayor, City of Simi Valley Ventura County Transportation Commission

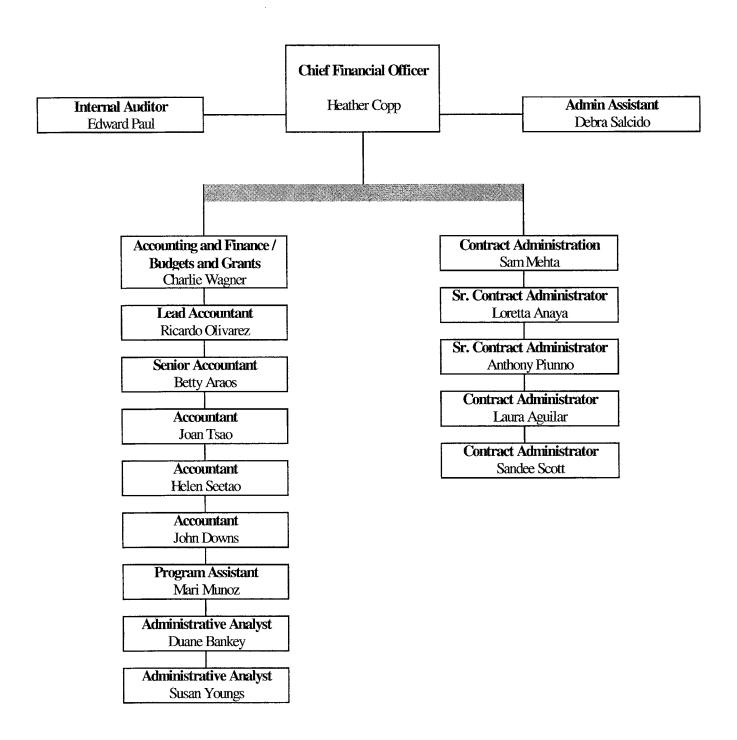
Honorable Robin Lowe, Vice Mayor, City of Hemet Riverside County Transportation Commission

Honorable Charles Smith, Supervisor, County of Orange Orange County Transportation Commission

Organizational Chart

#### Manager of Planning/ Programming Rich Maclas Planning & Policy Manager of Environmental Planning Hasan Ikhrata Sylvia Patsaouras Director of Manager of Community Development Lynn Harris General Counsel Fulbright & Jaworski Colin Lennard Director of Legal Services/Chief Karen Tachiki Counsel Deng Bang Lee Manager of Modeling Director of Information Manager of MIS/ Operations (acting) Deputy Executive Services (acting) Regional Council Director Mark Pisano VictorRyden Jim Gosnell Huasha Liu Executive Director Manager of Data & Monitoring Ping Chang (acting) Public Affairs Don Rhodes Government & Manager of Charlie Wagner Director of Human Resources (Vacant) Manager of Finance Samir Mehta Chief Financial Heather Copp Manager of Contracts Officer Internal Auditor Ed Paul

#### **Finance Department**



#### **Financial Section**



KPMG LLP Suite 2000 355 South Grand Avenue Los Angeles, CA 90071-1568

#### **Independent Auditors' Report**

The Honorable Members of the Regional Council Southern California Association of Governments Los Angeles, California:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Southern California Association of Governments as of and for the year ended June 30, 2004, which collectively comprise the Southern California Association of Government's basic financial statements, as listed in the table of contents. These financial statements are the responsibility of the Southern California Association of Governments' management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Southern California Association of Governments as of June 30, 2004, and the respective change in financial position and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report, dated September 30, 2004, on our consideration of the Southern California Association of Governments' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Management's discussion and analysis on pages 12 through 24 and the required supplementary information on page 42 are not required parts of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied

certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Southern California Association of Government's basic financial statements. The introductory section, combing and individual nonmajor fund financial statements, supplemental schedules, and statistical tables are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such combining and individual financial statements and supplemental schedules have been subjected to the auditing procedures applied in the audit of the basic financial statements taken as a whole. The introductory section and statistical tables have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we express no opinion on them.



September 30, 2004

# Management's Discussion and Analysis

Management's Discussion and Analysis (Unaudited)

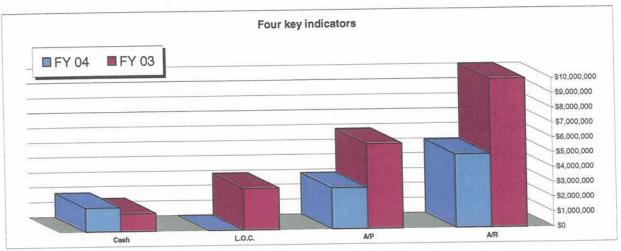
June 30, 2004

#### Introduction

As management of the Southern California Association of Governments (SCAG), we offer readers of SCAG's financial statements this narrative discussion and analysis of our financial performance during the fiscal year ended June 30, 2004. We encourage readers to examine this information together with the transmittal letter included on pages 1 through 4 and the SCAG financial statements, which begin on page 25.

Management's Discussion and Analysis (MD&A) is a requirement included in our financial statements as supplementary information. SCAG has adopted the provisions of the Governmental Accounting Standard Board's Statement No. 34 (GASB 34), Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments, issued in June 1999. GASB 34 requires certain comparative financial information to be included in the MD&A. Since this is the second year of implementation of the new reporting model, SCAG will include comparative data in the MD&A.

#### (A) Financial Highlights



- Our financial condition has improved. The graph shows four key balance sheet accounts for this year compared to last year. In short, cash increased by \$0.4 million, the Line of Credit (LOC) liability went down from \$2.8 million to \$0, we reduced our accounts payable (AP) to vendors by \$3.1 million, and collected \$5.5 million of prior year's accounts receivable (AR).
- AR collections yielded significant cash flow. This year our investment in AR decreased from \$10.0 million to \$4.5 million mainly from collections. The additional cash flow was used to improve the balance sheet.
- Borrowings from our \$5.0 million bank LOC were reduced, and as of June 30, 2004, we paid down
  the LOC to \$0 using internal cash. This compares favorably to the prior year when we had a
  \$2.8 million outstanding liability to the bank. This reduced interest expense by nearly 50% compared
  to last year.

Management's Discussion and Analysis (Unaudited)

June 30, 2004

- Major Funding from the Federal Transportation Authority (FTA) and the Federal Highway Administration (FHWA) was less this year by \$3.3 million due to improved reduction of prior year's carryover funds. Last year's funding was \$23.6 million compared to \$20.3 million this year. Less funding affected our revenues, which were less than last year by \$2.1 million. All of our other revenues were less than last year by \$3.8 million for a total decrease in revenue of \$5.9 million.
- Budget and finance staff have successfully shifted from the learning curve to full utilization of the SAP management information system. New budget versus actual financial reporting, improvement in cash flow, 100% billing of project costs, prompt monthly closings, and overall improvement of our financial condition are examples of specific results.

#### (B) Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to SCAG's basic financial statements. The basic financial statements are comprised of GASB 34 governmentwide financial statements, the fund financial statements, and notes to the basic financial statements. This report also contains required supplementary information and other supplementary information in addition to the basic financial statements.

#### Governmentwide Financial Statements

The governmentwide financial statements now required are designed to provide readers with a broad overview about SCAG's financial performance in a manner similar to financial reports provided to stockholders of private for profit enterprises.

The Statement of Net Assets presents information on all SCAG's assets and liabilities, and the difference between assets and liabilities is reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of SCAG is improving or deteriorating.

The Statement of Activities presents information showing how SCAG's net assets have changed during the fiscal year. Revenues and expenses are reported when the underlying event giving rise to the transaction occurs. It is not dependent on the timing of cash flows.

The governmentwide financial statements distinguish activities of SCAG that are principally supported by grants or contracts. The activities of SCAG include the general fund and federal, state, and local funds. The governmentwide financial statements can be found on pages 25 and 26 of this report.

#### Fund Financial Statements

**Fund** – A fund is a grouping of related accounts that is used to maintain management control over resources that are segregated to assure the accomplishment of specific grant objectives. Fund accounting is used to demonstrate the grant objective and compliance with federal, state, and local regulations, and grant requirements. All of SCAG's funds are governmental funds.

Management's Discussion and Analysis (Unaudited)

June 30, 2004

Governmental Funds – Governmental funds are used to account for essentially the same financial transactions, which are now reported, in the new governmentwide financial statements. The distinction is that a governmental fund accounting only includes financial resources that are available for spending to support payments for near-term obligations. Governmental fund resources are actually available and spendable as of the end of the fiscal year, whereas the governmentwide financial reports include all resources and obligations, and are not dependent on time.

Since the focus of all governmental funds is narrower than the governmentwide financial statements, it is useful to compare and reconcile the governmental funds with the information presented in the governmentwide financial statements. The comparison will provide a better understanding of the near-term and long-term impact of SCAG's financial decisions. Governmental fund financial statements are reconciled to governmentwide financial statements to facilitate comparison.

In the fund financial statements, there are 59 individual governmental funds. Combined information about all governmental financial statements is shown in the financial section of this report. Information about individual governmental funds are presented in the Supplemental Combining Financial Statements.

SCAG adopts an annual budget for the General Fund (GF). It is presented and approved by the Regional Council (RC) and the General Assembly of SCAG at its annual meeting. Federal, state, and local representatives review and approve the Overall Work Program (OWP) before any expenditure of funds. It is management's responsibility to determine how the annual funding is allocated, to prepare project budgets, monitor adherence to the budget plan, and to amend the plan within the year to achieve the objectives of the OWP.

The OWP identifies revenue sources and how the revenue sources are allocated to fund the budget needs of each project. The OWP complies with federal grant requirements and serves as a management device to measure budget, financial, and program performance. Management establishes line item budgets for all OWP projects in accordance with the tasks, products, and objectives of each project. Project line item budgets include staff, fringe benefits, indirect costs, consultant services, travel, printing, and other direct line item budgets needed to achieve the objectives of the project.

#### Notes to the Basic Financial Statements

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the governmentwide financial statements and the fund financial statements. The notes to the basic financial statements can be found on pages 32 through 42 of this report.

#### (C) Governmentwide Financial Analysis

The governmentwide financial statements report information on SCAG using accounting methods similar to those used by private business enterprises. Their financial statements report on short- and long-term financial information about their activities. The *Statement of Net Assets* includes all assets and liabilities and is intended to provide the reader with similar information.

All of the current year's revenues and expenses are accounted for in the *Statement of Activities*. This statement measures the results of operations over the past year and can be used to analyze the revenues earned and costs incurred to benefit the project objectives established by the grantors.

Management's Discussion and Analysis (Unaudited)

June 30, 2004

The Statement of Net Assets reports information to the reader in a way that will help evaluate SCAG's overall financial performance. The Statement of Net Assets reports all financial activities that occurred during the fiscal year.

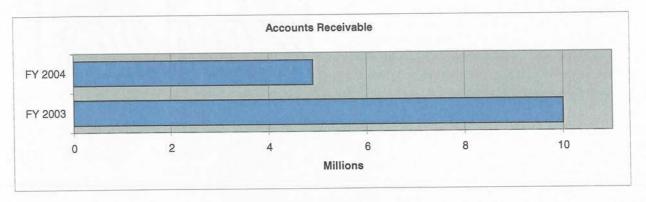
#### Summary of Net Assets June 30, 2004 and 2003

		2004	2003
Current and other assets Capital assets, net	· \$_	6,604,058 741,180	12,286,347 1,065,469
Total assets	_	7,345,238	13,351,816
Current and other liabilities Line of credit, due within one year	_	5,604,877	8,839,921 2,841,500
Total liabilities	_	5,604,877	11,681,421
Net assets: Invested in capital assets Unrestricted	_	741,180 999,181	1,065,469 604,926
Total net assets	\$ _	1,740,361	1,670,395

An analysis of the *Statement of Net Assets* is one way to measure financial condition. At June 30, 2004, total assets were \$7,345,238 less liabilities of \$5,604,877 leaving the net asset balance of \$1,740,361. This is a net increase of \$69,966 over the prior year. It represents the increase in net assets from all financial transactions. General Fund expenditures have been adjusted to eliminate depreciation of \$393,867, and investment in capital assets has been decreased by depreciation expense for a net zero impact on net assets. The net asset increase is reported in the Statement of Activities. Although net assets have increased only slightly from last year, this fact alone does not reveal our underlying financial improvement.

Management's Discussion and Analysis (Unaudited)
June 30, 2004

With our cash flow improvement, we substantially reduced AP, lowered our LOC borrowings, paid our vendors on a current basis, and ended the year with an improved balance sheet.



In the prior year, approximately \$10.0 million, or 75% of total assets, represented receivables due from federal, state, and local grantors. This year, of total assets of \$7.3 million, approximately \$4.5 million, or 61% of total assets, were comprised of receivables. We have reduced total assets by \$6.1 million, increased cash, and reduced AR as a percent of total assets.

An analysis of AR and a review of the aging were followed by personal communication and letters, each account was documented and a critical review of collectibility was completed. Because of these and other actions, our collections went up, and our investment went down from \$10.0 million to \$4.5 million. The majority of the \$5.5 million decrease were cash collections.

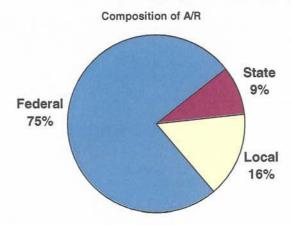
Federal receivables went down from \$6.8 million to \$3.4 million, a decrease of \$3.4 million; state receivables decreased by \$0.1 million; and local receivables decreased by \$2.0 million, which account for the decrease in total receivables of \$5.5 million.

16

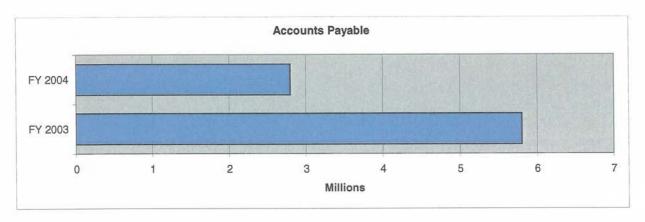
Management's Discussion and Analysis (Unaudited)

June 30, 2004

Local accounts receivable went down from \$2.7 million to \$0.7 million and local revenue in the period decreased from \$5.3 million to \$1.6 million, a decrease of \$3.7 million, or 72%. As explained elsewhere in this report, the Rideshare program ceased operations on July 1, 2003. Receivables from Rideshare grantors were \$1.6 million in the prior year and \$0.4 million this year, a decrease of \$1.2 million. Most of the remaining receivables are retentions, which are payable to SCAG when final audits are completed, and disallowances, if any, are resolved with the grantor.



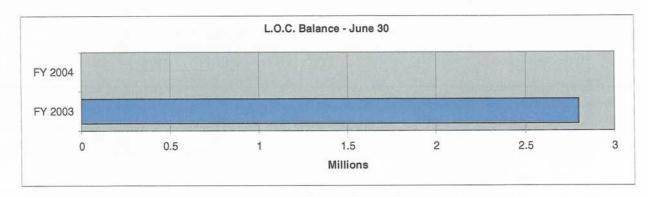
The benefit of the \$5.5 million collections was fully realized because it occurred together with decreases in our overall revenues of \$5.9 million. Because of the revenue decreases, receivables went down and rather then investing our funds in ARs we were able to apply the funds directly to financial improvements.



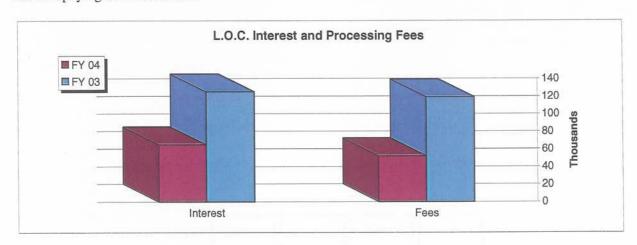
Reducing our liabilities to manageable levels was a priority and a major use of cash generated in the fiscal year. It was used to liquidate APs from \$5.8 million in the prior year to \$2.8 million, a decrease of \$3.1 million. This decrease brought our payables to current levels and we are continuing to pay our vendors according to credit terms. We have met our goal this year of paying vendors within a 30-day period. This has been a consistent practice, unless there are problems that need to be resolved before payment. In these cases, our practice has been to pay the vendor immediately upon resolution of the problem.

Management's Discussion and Analysis (Unaudited)
June 30, 2004

The LOC was established to provide access to needed cash on a current basis. It has been a valuable resource for cash availability to meet most of our needs, while awaiting the receipt of payment from the State of California Department of Transportation (Caltrans). The LOC is a \$5.0 million credit line with an independent financial institution, which expired at June 30, 2004, and has been renewed for another year. The advances are secured by an assignment of monies due, or to be due, only from Caltrans. They are the cognizant agency for FTA and FHWA. Advances under the line must be in minimum amounts of \$350,000 and are due 60 days from the date of the advance. The interest rate in the period ranged from 3.0374% to 3.2238%.



Total LOC advances during the year were \$19.8 million, compared to \$24.6 million in the prior year, a reduction of \$4.8 million, or 20% less than last year. Furthermore, at the end of the fiscal year, we were able to pay off the LOC to \$0 compared to the outstanding liability of \$2.8 million in the prior year. Both of these factors contributed to reduced interest expense. Interest on borrowed funds went down from \$125,421 to \$64,064, a savings of \$61,357, or nearly 50% less than last year. Overall, we are borrowing less and paying advances faster.



Management's Discussion and Analysis (Unaudited)

June 30, 2004

This past year, Caltrans and SCAG agreed on a new cooperative fee arrangement for the processing of our invoices on a rapid basis. The fee was changed from 1/2 of 1% of the requisition amount to a flat \$75 per requisition. This change reduced fee expense from \$119,525 in the prior year to \$51,803, a savings of \$67,722. We were able to collect from Caltrans and pay the outstanding LOC advance within 30 days, one month before the due date, which also reduced LOC interest.

#### Capital Assets

Investment in capital assets of \$741,180 represents about 43% of net assets. These assets have continuing value, which contribute to conducting SCAG's transportation planning activities. This investment includes computer equipment, leasehold improvements, and furniture and fixtures as follows:

	 2004	2003
Computer equipment, net Leasehold improvement, net Furniture and fixtures, net	\$ 41,736 671,904 27,540	333,859 690,373 41,237
<u> </u>	\$ 741,180	1,065,469

#### Summary of Changes in Net Assets

Years ended June 30, 2004 and 2003

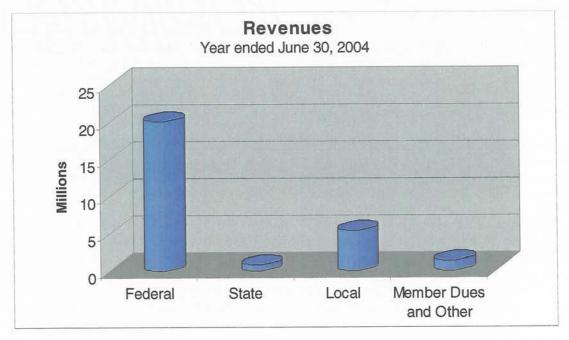
	_	2004	2003
Revenues: Operating grants and contributions General revenues: Membership assessment Interest revenue and other Interest expense	\$	22,465,587 1,270,190 107,869 (64,064)	28,529,885 1,193,069 25,405 (125,421)
Expenses:		23,779,582	29,622,938
Transportation	_	23,709,616	29,457,264_
Increase in net assets	\$ _	69,966	165,674

2002

Management's Discussion and Analysis (Unaudited)

June 30, 2004

Total grant revenues in the year were \$22.4 million. This is a decrease of \$6.1 million from all federal, state, and local sources, an overall decrease of 21% compared to the prior year. The decreases are attributable to \$2.4 million of federal revenues and \$3.7 million in local revenues. State revenues remained about equal to last year.





Management's Discussion and Analysis (Unaudited)

June 30, 2004

#### Federal Revenues and Expenses

Total federal revenues decreased to \$20.1 million compared to \$22.5 million in the prior year, a net decrease of \$2.4 million. The net decrease is primarily due to a decrease of \$2.3 million of Federal Transit Administration (FTA) revenues and an increase in Federal Highway Administration (FHWA) revenues of \$0.9 million, a net decrease of \$1.4 million.

The FTA Fund and FHWA Fund are SCAG's Major Funds. Together they are 84% of grant revenues and the primary funding of our Overall Work Program. This year, we completed and adopted the 2004 Regional Transportation Plan. Funding from FTA and FHWA was less this year by \$3.3 million due to a reduction of prior year carryover funds. The total budget for both Major Funds was \$20.3 million compared to \$23.6 million in the prior year.

Major funds are reported separately in the Supplementary Combining Financial Statements presented elsewhere in this annual report. It presents the annual budgets established for each grant compared to the actual expenses for the year and the favorable (unfavorable) variance for each line item of revenue and expense. The major variance was in contractual services for both grants.

The balance of the overall net decrease of \$2.4 million was \$1.0 million. Of this amount, \$0.2 million was due to the Federal Aviation Administration (FAA), and \$0.08 million was due to the Federal Railroad Authority (FRA). FAA revenues decreased from \$1.1 million to \$0.9 million. FAA revenues are comprised of several grants. One of the largest was an original grant of \$1.5 million primarily to support the project work completed for the aviation component of the RTP. The other \$0.8 million decrease was due to the FRA grant, which went down from \$1.0 million to \$0.2 million, a decrease of \$0.8 million. The FRA grant expired in December 2003. The original grant was \$4.2 million, which together with other matched funding of \$2.2 million brought the total to \$6.4 million. The funding was to conduct preconstruction planning for the Los Angeles Maglev system.

#### State Revenues and Expenses

Total state revenues this year at \$0.7 million were about equal to last year. State Planning and Research revenues of \$0.5 million were the major part of total revenue for both years. In the prior year, there were two grants, and in the current year, there were four. The two from last year were completed and the two new grants were started. The two grants started this year were a \$0.2 million grant to develop a Storm Water Planning Project and a \$1.2 million grant for an I-15 Comprehensive Study, both for Caltrans.

#### Local Revenues and Expenses

Total local revenues decreased from \$5.3 million compared to \$1.6 million the prior year for a net decrease of \$3.7 million. This decrease is directly attributable to the termination of grant support for the Rideshare program. The support for this program decreased by \$2.4 million in the current year. As noted in the financial highlights, the decrease was a planned phase out of the Rideshare program. The State Transportation Development Act (TDA) and local Maglev funding decreased from an aggregate of \$2.0 million to \$0.9 million, a decrease of \$1.1 million from the prior year. Rideshare, TDA, and local Maglev grants accounted for \$3.5 million of the total decrease in local revenues.

Management's Discussion and Analysis (Unaudited)

June 30, 2004

#### General Fund Revenues and Expenses

#### Summary Analysis of General Fund Budget Fiscal year 2003-2004

	_	Original and final budget	Actual	Variance – favorable (unfavorable)
Revenues:				
Membership assessments Interest and other	\$ _	1,234,200 32,500	1,270,190 107,869	35,990 75,369
Total revenues		1,266,700	1,378,059	111,359
Expenditures:				
Capital outlay		25,000	11,251	13,749
Interest		160,000	64,064	95,936
California Department of				
Transportation fees		135,000	51,803	83,197
Professional services		805,000	543,371	261,629
Other		10,000	313,315	(303,315)
Total expenditures	_	1,135,000	983,804	151,196
Excess of revenues over				
expenditures	\$ _	131,700	394,255	262,555

On an annual basis, the RC and the entire membership at the annual General Assembly approve a GF line item budget. The GF is SCAG's internal source of working capital, is available for any authorized purpose, and is used to finance all activities not otherwise required or allowed to be accounted for in another fund.

The main GF source of revenues is dues, which are assessed and collected from members of SCAG. The revenues are used to support the expenses of the RC and its subcommittees and other expenses described below. The governmentwide *Statement of Activities* includes the GF.

(The GF is also reported in the Governmental Funds Balance Sheet and the related Statement of Revenues, Expenditures, and Changes in Fund Balances).

Member dues revenues in the current year were \$1,270,190 compared to the budget of \$1,234,200, a favorable variation of \$35,990. Annual dues increases of 10% for this fiscal year were approved by the General Assembly upon recommendation by the RC. In addition, the Bylaws were amended to permit the adjustment of annual dues assessments equal to the increase in the consumer price index. On the expense side, total expenses in the period totaled \$983,804 compared to the budget of \$1,135,000, a favorable variation of \$151,196. The variation is discussed below.

Management's Discussion and Analysis (Unaudited)

June 30, 2004

RC support expenses were \$221,574 compared to the budget of \$285,000, a favorable variance of \$63,426. RC support includes meeting attendance stipends, meeting expenses, travel, and the annual general assembly meeting for the entire SCAG membership. The remaining GF expenses were \$762,230 compared to the budget of \$850,000, a favorable variation of \$87,770. These expenses include contracted lobbying, legal fees, and other expenses, not otherwise listed separately above.

All assets were analyzed and certain accounts were identified for further review and discussion with top management. Ultimately, several accounts receivable and an adjustment to the underrecovered indirect cost account were charged to expense. Taken together, the amount expensed was \$621,973. It was made up of two parts and reported as other expense, net of adjustments to eliminate depreciation.

First, the ARs in other expense were \$109,504, and three accounts totaling \$103,436 are 95% of the expense. We concluded the accounts were not collectible. Second, in other expense is \$512,469, which resulted from our review of the account shown on the balance sheet as underrecovered indirect cost. The account is the accumulation of allowable indirect costs incurred in prior years, but not allocated to direct projects by using the fixed rate approved by Caltrans. The fixed rate approval is based on an Indirect Cost Allocation Plan (ICAP) submitted by SCAG.

The underrecovered indirect costs were incurred in 2002 and prior. As a general rule, they are permitted to be carried forward two years and charged to future projects through a higher fixed rate, all subject to approval. SCAG did not allocate indirect cost to projects in certain audit years based on the facts available at the time. Although made in good faith, the nonallocation of indirect costs to projects was not included in our submitted ICAPs for those years, nor approved by Caltrans. Therefore, the carryforward was disallowed. We have therefore charged \$512,469 to expense of the GF to recognize the disallowance from prior audits to the subsequent years of 2002 and prior.

Internal growth in permanent working capital is through the GF. This year, however, we realized a sharp increase in our working capital from operations by managing our assets. Collections were up, receivables and liabilities were down, and working capital was up by 50%. We are pleased that these results were favorable financial indicators about our work in the 2003-2004 fiscal year.

#### (D) Next Year's Outlook and Other Conditions

- SCAG will receive \$18.0 million, a slight increase in funding, from the Consolidated Planning Grant (CPG) in fiscal year 2005 compared to \$17.4 million in the current year. The CPG program is the major Funding Source of SCAG.
- Efforts continue to streamline the flow of contracting work and shorten time requirements. The processes begin with the purchase requisition by the project manager, the administration of the bidding and contracting process, and the final legal review and approval of a binding contractual obligation.
- Quarterly progress reporting to Caltrans continues to be improved to highlight problems early for detection, initiative, and prompt management intervention.

Management's Discussion and Analysis (Unaudited)

June 30, 2004

- Management continues its oversight over General Fund revenues, expenditures, and fund balance in order to grow and assure that the net assets will support the intermediate and long-term financial needs of SCAG.
- Cash and working capital improvements have reduced the utilization of the bank line of credit and will also reduce interest expense to the General Fund.

#### Requests for Information

This report is designed to provide a general overview of SCAG finances for readers of the comprehensive annual financial report. Questions concerning any of the information in this report or request for additional financial information should be addressed to the Chief Financial Officer, Southern California Association of Governments, 818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor, Los Angeles, California 90017.

# **Basic Financial Statements**

#### Statement of Net Assets

June 30, 2004

#### Assets

Cash and cash equivalents (note 3)	\$	1,611,096
Receivables: Federal grants		3,364,431
State grants and contracts		351,556
Local grants and contracts		799,340
Other		429,111
Other assets		48,524
Capital assets, net (note 5)		741,180
Total assets		7,345,238
Liabilities		
Accounts and contracts payable		2,772,116
Overrecovered indirect costs (note 4)		147,784
Accrued liabilities		467,845
Deferred revenues and credits		1,424,466
Compensated absences		792,666
Total liabilities		5,604,877
Commitments and contingencies (notes 7, 8, 10, and 12)		
Net Assets		
Invested in capital assets (note 5)		741,180
Unrestricted	_	999,181
Total net assets	\$	1,740,361

Statement of Activities

Year ended June 30, 2004

	_	Expenses	Program revenues – operating grants and contributions	Net (expenses) revenues and changes in net assets	_
Functions/programs:	Ф	22 700 (16	00 465 507	(1.244.020)	
Transportation	\$_	23,709,616	22,465,587	(1,244,029)	_
Total government activities	_	23,709,616	22,465,587	(1,244,029)	_
General revenues:  Membership assessment (note 9) Interest revenue and other Interest expense				1,270,190 107,869 (64,064)	
Total general revenues				1,313,995	_
Change in net assets				69,966	
Net assets at July 1, 2003				1,670,395	
Net assets at June 30, 2004				\$1,740,361	=

#### Balance Sheet

#### Governmental Funds

June 30, 2004

Assets		General Fund	FTA Fund	FHWA Fund	Nonmajor Funds	Total
Cash and cash equivalents (note 3) Receivables:	\$	1,611,096	and a second	_		1,611,096
Federal grants		_	1,518,720	1,732,388	113,323	3,364,431
State grants and contracts			_		351,556	351,556
Local grants and contracts		_	_	_	799,340	799,340
Other		429,111		— —	<del>-</del>	429,111
Due from other funds (note 6)		1,882,259	_	268,124	770,472	2,920,855
Other assets		48,524				48,524
Total assets	\$ _	3,970,990	1,518,720	2,000,512	2,034,691	9,524,913
<b>Liabilities and Fund Balances</b>						
Accounts and contracts payable	\$	481,363	1,125,846	735,093	429,814	2,772,116
Overrecovered indirect costs		147,784			_	147,784
Accrued liabilities		225,530	29,083	187,068	26,164	467,845
Compensated absences		792,666	_	_	_	792,666
Due to other funds (note 6)			363,791	1,078,351	1,478,713	2,920,855
Deferred revenues and credits		1,324,466			100,000	1,424,466
Total liabilities		2,971,809	1,518,720	2,000,512	2,034,691	8,525,732
Fund balances - undesignated	_	999,181				999,181
Total liabilities and						
fund balances	\$ _	3,970,990	1,518,720	2,000,512	2,034,691	9,524,913

Reconciliation of Total Governmental Fund Balances to Net Assets of Governmental Activities in the Statement of Net Assets

June 30, 2004

Total governmental fund balances	\$ 999,181
Amounts reported for governmental activities in the accompanying statement of net assets are different because:  Capital assets, net of accumulated depreciation of \$4,349,543 used in governmental activities, are not financial resources, therefore, are not	
reported in the funds	 741,180
Net assets of governmental activities	\$ 1,740,361

Statement of Revenues, Expenditures, and Changes in Fund Balances

#### Governmental Funds

Year ended June 30, 2004

	General Fund	FTA Fund	FHWA Fund	Nonmajor Funds	Total
Revenues:					
Federal grants	\$ —	5,559,212	13,409,059	1,171,300	20,139,571
State grants and contracts	_	· · · —	· · · · · · · · · · · · · · · · · · ·	740,473	740,473
Local grants and contracts	_	_	_	1,551,398	1,551,398
Membership assessments (note 9)					
Cities	974,904				974,904
Counties	245,286	_	_		245,286
Commission	50,000			_	50,000
Interest and other	107,869				107,869
Total revenues	1,378,059	5,559,212	13,409,059	3,463,171	23,809,501
Expenditures:					
Salaries, wages, and fringe benefits					
(notes 10 and 12)	13,505	1,648,538	5,319,701	752,414	7,734,158
Indirect costs (note 4)	14,721	1,796,906	5,798,475	820,129	8,430,231
Contractual services	307,259	1,994,760	2,120,333	1,861,151	6,283,503
Reproduction and printing	9,186	59,441	32,844	2,035	103,506
Travel	38,422	32,767	47,797	3,083	122,069
Capital outlay	11,251	_	_	_	11,251
Interest	64,064		_		64,064
Memberships	12,985	_	_	_	12,985
California Department of					
Transportation fees	51,803	_	_		51,803
Operating contributions to projects	228,106				228,106
Professional services	147,293	9,806	_		157,099
Other	85,209	16,994	89,909	24,359	216,471
Total expenditures	983,804	5,559,212	13,409,059	3,463,171	23,415,246
Excess of revenues over expenditures	394,255	_	_		394,255
Fund balances, beginning of year	604,926				604,926
Fund balances, end of year	\$ 999,181				999,181

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities

June 30, 2004

Amounts reported for governmental activities in the accompanying statement of activities are different because:

denvines are different occause.	
Net change in fund balances – total governmental funds	\$ 394,255
Governmental funds report capital outlays as expenditures. However, in the	
statement of activities, the costs of those assets are allocated over their respective	
estimated useful lives and reported as depreciation expense. This is the amount	
by which depreciation exceeded capital outlays in the current period	(324,289)
Change in net assets of governmental activities	\$ 69,966

See accompanying notes to basic financial statements.

# Statement of Revenues, Expenditures, and Changes in Fund Balance

# Budget and Actual - General Fund

Year ended June 30, 2004

	_	Original and final budget	Actual	Variance – favorable (unfavorable)
Revenues:				
Membership assessments:	Φ.	070 414	074.004	2.400
Cities	\$	972,414	974,904 245,286	2,490
Counties		245,286 16,500	245,286 50,000	33,500
Commissions	-	10,300		
		1,234,200	1,270,190	35,990
Interest and other	_	32,500	107,869	75,369
Total revenues	_	1,266,700	1,378,059	111,359
Expenditures:				
Capital outlay		25,000	11,251	13,749
Interest		160,000	64,064	95,936
California Department of Transportation fees		135,000	51,803	83,197
Professional services		805,000	543,371	261,629
Other		10,000	313,315	(303,315)
Total expenditures	-	1,135,000	983,804	151,196
Excess of revenues over				
expenditures		131,700	394,255	262,555
Fund balance, beginning of year	_	604,926	604,926	
Fund balance, end of year	\$.	736,626	999,181	262,555

See accompanying notes to basic financial statements.

Notes to Basic Financial Statements
June 30, 2004

#### (1) Summary of Significant Accounting Policies

#### (a) General Background

The Southern California Association of Governments (SCAG) is a regional planning organization and a Council of Governments voluntarily established by its members in 1965 pursuant to the Joint Exercise of Powers Act. SCAG was established as a regional platform for the discussion, study, and agreement on long-term regional policies regarding the orderly development of the Southern California Region pertaining to transportation, air quality, and growth management. The state of California and the federal government have designated SCAG as the comprehensive planning agency for the Southern California Region.

The region served by SCAG includes the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura as well as cities in the boundaries of these counties. SCAG works with the region's agencies and decision makers to develop long-range policies and action plans that can be used as a guide in addressing issues of regional/subregional concern and to help local agencies meet federal and state planning mandates. SCAG's policies and programs are governed by a 76-member Regional Council (RC). Members of the RC are locally elected officials who are appointed to serve two-year terms by their respective local jurisdictions. RC officials are elected by the RC membership and serve a one-year term.

The accompanying basic financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standard Board (GASB) and other rule-making bodies. The accompanying basic financial statements include all financial activities of SCAG.

#### (b) Governmentwide and Fund Financial Statements

The basic financial statements of SCAG are composed of the following:

- Governmentwide financial statements
- Fund financial statements
- Notes to basic financial statements.

#### **Governmentwide Financial Statements**

Governmentwide financial statements (i.e., the Statement of Net Assets and the Statement of Activities) display information about SCAG as a whole. All significant interfund activity has been eliminated in the Statement of Activities. Governmentwide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Notes to Basic Financial Statements
June 30, 2004

Amounts paid to acquire capital assets are capitalized as assets in the governmentwide financial statements, rather than reported as an expenditure. Proceeds of long-term debt are recorded as a liability in the governmentwide financial statements, rather than as an other financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

#### **Fund Financial Statements**

The accounting system of SCAG is organized and operated on the basis of separate funds. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures.

Fund financial statements are reported using the current financial resources measurement focus and the modified-accrual basis of accounting. The modified accrual basis of accounting is defined as the basis of accounting under which expenditures, other than accrued interest on long-term debt, are recorded at the time liabilities are incurred. Revenues are recorded when received in cash, except for measurable and available revenues, which are defined as available to finance current period expenditures and are accrued to properly reflect the revenues earned.

All governmental funds are accounted for on a spending or "financial flow" measurement focus. Generally, only current assets and current liabilities are included on the balance sheets. However, noncurrent portions of long-term receivables related to governmental funds are also reported on their balance sheets and are offset by deferred revenue or fund balance reserve accounts. Statements of revenues, expenditures, and changes in fund balances for governmental funds generally present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

#### (c) Major Funds

SCAG considers the following funds as major governmental funds:

#### **Governmental Funds**

- General Fund The general fund is available for any authorized purpose and is used to
  account for all financial activities of SCAG not required or allowed to be accounted for in
  another fund. The main source of revenues of the general fund is dues, which are assessed and
  collected from the members of SCAG. The general fund is the primary internal source of
  working capital.
- Federal Transit Administration (FTA) This fund is established to account for federal revenues received from the Federal Transit Administration under separate granting procedures. These funds are available and restricted to support expenditures for specifically identified purposes and projects, as directed by generally accepted accounting principles.
- Federal Highway Administration (FHWA) This fund is established to account for funds received from the Federal Highway Administration under separate granting procedures. These funds are available and restricted to support expenditures for specifically identified purposes and projects, as directed by the underlying grants and generally accepted accounting principles.

Notes to Basic Financial Statements
June 30, 2004

# (d) Implementation of New Accounting Standards

Effective July 1, 2002, SCAG implemented Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements – Management's Discussion and Analysis – for State and Local Governments, and its related GASB Statements Nos. 37 and 38 as well as Interpretation No. 6.

GASB 34 and its related statements establish financial reporting standards for state and local governments. They require, among other things, that the difference between assets and liabilities be reported as net assets, not fund balances, that a Management's Discussion and Analysis (MD&A) section precede the basic financial statements, and that capital assets be capitalized and depreciated over their estimated useful lives as a result.

#### (e) Budgetary Basis of Accounting

An annual budget is prepared and established for the general fund. For all other funds, financial and fiscal control is accomplished through an Overall Work Program (OWP). SCAG's management is responsible for preparing the annual OWP.

The OWP identifies revenue sources and the allocation of revenue sources to support the planning, indirect and support activities, and projects. The OWP is intended to meet SCAG's federal grant responsibilities and to serve as a management device to measure financial and program performance. Federal and state representatives review and approve the annual OWP. The annual OWP is also presented to and approved by the SCAG Administration Committee and the Regional Council.

Management determines line item projected amounts for all projects in accordance with the objectives and tasks of each project. Line item budgets are established for staff, indirect and fringe benefits, consultants, travel, and other designated line items.

#### (f) Grant Revenues

Grant revenues are recognized to the extent that allowable expenditures under the grant have been incurred. Grant expenditures incurred in excess of grant revenues available are funded by general fund revenue.

#### (g) Deferred Revenues and Credits

Grant revenue received in excess of grant expenditures incurred is recorded as deferred grant revenue in the accompanying basic financial statements. Deferred revenue arises when resources are received before SCAG has incurred allowable expenditures.

SCAG's rental cost associated with its operating lease for office space is recognized on the straight-line basis. The difference between cash payments and straight-line basis rent expense results in a credit balance that is included in deferred credits. Deferred lease credits are amortized on a straight-line basis over the lease term.

Notes to Basic Financial Statements
June 30, 2004

It is SCAG's policy to permit employees to accumulate earned but unused vacation benefits. Employees are paid 100% of their accumulated vacation when they terminate employment for any reason. All vacation is accrued when incurred in the governmentwide financial statements as compensated absences.

#### (h) Capital Assets

Capital assets, which include furniture and fixtures and equipment, are reported in the governmental activities in the accompanying governmentwide financial statements. Capital assets are defined by SCAG as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Depreciation of capital assets within SCAG is computed on a straight-line method using these estimated useful lives:

Equipment	3 years
Leasehold improvements	7 years
Furniture and fixtures	3-7 years

#### (i) Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand and demand deposit accounts. Cash not needed for immediate use, as working capital, is invested in interest-bearing accounts.

#### (j) Use of Estimates

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and the reported amounts of revenue and expenses/expenditures during the reporting period. Actual results could differ from such estimates.

Notes to Basic Financial Statements
June 30, 2004

#### (2) Reconciliation of Total Governmental Fund Balances to Net Assets

The governmental fund balance sheet includes reconciliation between fund balance – total governmental funds and net assets – governmental activities as reported in the governmentwide statement of net assets. The details of the differences are as follows:

Assets	,	Total governmental funds	Capital assets	Eliminations of due to/ from	Statement of net assets totals
Cash and cash equivalents Receivables:	\$	1,611,096	_	_	1,611,096
Federal grants		3,364,431	_		3,364,431
State grants and contracts		351,556	_	_	351,556
Local grants and contracts		799,340	-		799,340
Other		429,111		_	429,111
Due from other funds		2,920,855		(2,920,855)	-
Other assets		48,524			48,524
Capital assets, net			741,180		741,180
Total assets	\$	9,524,913	741,180	(2,920,855)	7,345,238
Liabilities and Fund Balances/ Net Assets					
Liabilities:					
Accounts and contracts payable	\$	2,772,116		_	2,772,116
Line of credit, due within one year		147,784		_	147,784
Accrued liabilities		467,845	_		467,845
Compensated absences		792,666	_		792,666
Due to other funds		2,920,855		2,920,855	
Deferred revenues and credits		1,424,466			1,424,466
Total liabilities		8,525,732	_	2,920,855	5,604,877
Fund balances/net assets		999,181	(741,180)		1,740,361
Total liabilities and fund balances/					
net assets	\$	9,524,913	(741,180)	2,920,855	7,345,238

The impact of GASB 34 on SCAG's accounting and financial reporting practices was to report all long-term assets and liabilities in the statement of net assets.

Notes to Basic Financial Statements
June 30, 2004

#### (3) Cash and Cash Equivalents

#### (a) Deposits

At June 30, 2004, SCAG's cash and cash equivalents consisted of deposits with the County of Los Angeles Treasury, an independent financial institution, and petty cash on hand, all of which are presented in the accompanying basic financial statements at fair value.

#### **Independent Financial Institution**

At June 30, 2004, SCAG's carrying amount of cash in checking accounts was \$618,219 while the bank balance was \$1,056,681, with the difference being attributable to outstanding checks.

Of the bank balance in financial institutions, the Federal Deposit Insurance Corporation covered \$100,000 while the remaining \$956,681 is collateralized pursuant to signed agreements. The financial institutions are legally required by the California Government Code to collateralize SCAG's deposits by pledging government securities. The pledging financial institution's trust department holds the collateral in the depositor's name. The fair value of the pledged securities is greater than 110% of SCAG's deposit balance.

#### **County Treasury**

At June 30, 2004 and as permitted for by California Government Code Section 53635, a portion of SCAG's cash balance totaling \$992,427 was on deposit in the Los Angeles County Treasury. As such amounts are readily withdrawable, the balances are stated at fair value.

#### (b) Investments

In accordance with GASB Statement No. 3, Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, investments are categorized to indicate the level of custodial credit risk assumed at year-end. Category 1 includes investments that are insured or registered or for which SCAG or its agent in the entity's name holds the securities with subsidiary records listing SCAG as the legal owner. Category 2 includes uninsured and unregistered investments for which the counterparty holds the securities by the counterparty's trust department or agent in SCAG's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty, or by its trust department or agent, but not in SCAG's name.

At June 30, 2004, SCAG had no investments represented by specific, identifiable securities. The carrying amount of such investments approximates fair value. Due to their nature, these investments cannot be categorized. Amounts on deposit with the Los Angeles County Treasury at June 30, 2004 totaled \$992,427.

Notes to Basic Financial Statements
June 30, 2004

A reconciliation of cash and cash equivalents and restricted cash and cash equivalents, as shown on the statement of net assets, is as follows:

Book balance deposits with financial	
institutions	\$ 618,219
Cash and cash equivalents in	
County Treasury	992,427
Petty cash	 450
	\$ 1,611,096

#### (4) Indirect Overhead

Indirect overhead is budgeted and actual costs are allocated and recovered from all grantors based on a predetermined fixed rate percentage applied to actual direct labor and fringe dollars incurred. The annual budget and the calculations of the fixed rate percentage are reviewed, negotiated, and approved annually by the California Department of Transportation (Caltrans). A cost allocation plan is prepared and submitted to Caltrans annually in accordance with procedures of the Office of Management and Budget (OMB) Circular A-87, Cost Principles for State and Local Governments. Variations between actual indirect costs incurred and plan amounts are recorded as receivables or liabilities, as the case may be, and are allowed by Caltrans to be carried forward to future year's indirect cost plan.

For fiscal 2004, an underrecovery of \$837,283 was carried forward from fiscal 2003. The fixed percentage rate that was approved by Caltrans and used for fiscal 2004 was 109.00% of salaries plus fringe benefits. A reconciliation of the carryforward to fiscal 2004 follows:

		Indirect costs
Indirect costs Indirect costs recovered	\$ _	8,282,746 8,430,231
(Over)recovered indirect costs	_	(147,485)
General Fund contribution Underrecovered indirect costs, beginning of year	_	(837,582) 837,283
(Over)recovered indirect costs from prior year		(299)
(Over)recovered indirect costs, end of year	\$ =	(147,784)

Notes to Basic Financial Statements
June 30, 2004

#### (5) Capital Assets

Capital asset activity of SCAG for the year ended June 30, 2004 was as follows:

		Balance, July 1, 2003	Additions/ adjustment	Deletions	Balance, June 30, 2004
Capital assets being depreciated:					
Computer equipment	\$	3,314,626	69,578		3,384,204
Leasehold improvements		871,099			871,099
Furniture and fixtures	_	835,420			835,420
Total capital assets					
being depreciated	_	5,021,145	69,578		5,090,723
Less accumulated depreciation for:					
Computer equipment		(2,980,767)	(361,701)	_	(3,342,468)
Leasehold improvements		(180,726)	(18,469)		(199,195)
Furniture and fixtures	_	(794,183)	(13,697)		(807,880)
Total accumulated					
depreciation		(3,955,676)	(393,867)		(4,349,543)
Total capital assets					
being depreciated, net	_	1,065,469	(324,289)		741,180
Capital assets, net	\$_	1,065,469	(324,289)		741,180

#### (6) Interfund Balances

Interfund due to (from) amounts at June 30, 2004 were as follows:

		Interfund balances		
		Due from	Due to	
General Fund	\$	1,882,259		
FTA		_	363,791	
FHWA		268,124	1,078,351	
Nonmajor		770,472	1,478,713	
Total	\$ _	2,920,855	2,920,855	

Interfund balances arising from routine interfund transactions have been eliminated in the governmentwide financial statements.

#### (7) Commitments and Contingencies

At June 30, 2004, SCAG is contractually committed to pay for certain transportation, technical, and other planning consulting services aggregating \$3,245,476.

Notes to Basic Financial Statements
June 30, 2004

At June 30, 2004, minimum lease commitments under the noncancelable operating leases with initial terms of one year or more are as follows:

Fiscal year ending:	
2005	\$ 1,282,565
2006	1,273,751
2007	1,272,207
2008	1,255,227
2009	1,067,592
2010	 536,296
Total	\$ 6,687,638

In the ordinary course of operations, SCAG is the subject of claims and litigation from outside parties. SCAG is insured for professional and general liability claims on a claims-made basis. In the opinion of management, subject to the disclosure below, there are no pending litigation or unasserted claims, the outcome of which would materially affect the financial position of SCAG.

In March 2003, the Federal Highway Administration (FHWA) issued to Caltrans a Federal-Aid Ineligibility Notification (FIN) requiring the reimbursement of \$947,793 in connection with a federal grant SCAG received through Caltrans relating to a contract involving the Riverside and San Bernardino Transportation Commissions. That same month, Caltrans invoiced SCAG for the \$947,793 in question. FHWA and Caltrans claim SCAG did not comply with required federal and state contracting procedures in connection with the award of a consultant contract. Therefore, FHWA and Caltrans believe that all the federal funds disbursed by SCAG related to this contract must be returned. However, Caltrans has not required SCAG to refund the amounts in question until SCAG's appeal on the matter has been determined.

In order to appeal the FIN, under the administrative process outlined by FHWA, Caltrans must actually file the appeal. SCAG is presently working with Caltrans to ascertain its willingness to pursue the appeal.

SCAG's management does not believe that the funds should be reimbursed because in their opinion SCAG substantially complied with all the contract requirements. The likelihood of an adverse effect upon the financial position of SCAG is currently unknown and has not been reflected in the basic financial statements.

#### (8) Line of Credit

SCAG has a \$5,000,000 line of credit arrangement with an independent financial institution, which expired on June 30, 2004 and has been extended through June 30, 2005. The advances are secured by an assignment of all monies due, or to be due, from Caltrans. Advances under the line must be in minimum amounts of \$350,000 and carried an interest rate ranging from 3.0374% to 3.2238%. At June 30, 2004, no liability was outstanding.

The line of credit agreement contains certain covenants regarding timely repayment, maintenance of certain levels of financial condition, and other criteria. At June 30, 2004, SCAG was in compliance with the financial covenants.

Notes to Basic Financial Statements
June 30, 2004

#### (9) Related Party Transactions

For the year ended June 30, 2004, SCAG recorded \$1,270,190 in 2003-2004 as membership revenue. These revenues are received from member cities, counties, and Transportation Commissions whose representatives also serve on the Regional Council of SCAG. Such revenues are shown as membership assessments in the accompanying basic financial statements.

#### (10) Defined Benefit Pension Plan

#### (a) Plan Description

SCAG's defined benefit pension plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. SCAG is a member of the California Public Employees Retirement System (CalPERS), an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating public entities within the state of California. State statues within the Public Employees' Retirement Law establish menus of benefit provisions as well as other requirements. SCAG selects optional benefit provisions from the benefit menu by contract with PERS and adopts those benefits through local ordinance. CalPERS issues a separate comprehensive annual financial report. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office – 400 P Street, Sacramento, California 95814.

#### (b) Funding Policy

Active plan members are required to contribute 7.00% of their annual covered salary. The required employer contribution rate for the year ended June 30, 2004 was 3.052%; however, SCAG's management elected to contribute the actuarial-required calculations to CalPERS on behalf of eligible employees. SCAG is also required to contribute the actuarially determined remaining amounts necessary to fund the benefits for its members. The actuarial methods and assumptions used are those adopted by the CalPERS Board of Administration. The contribution requirements of the plan members are established by state statute and the employer contribution rate is established and may be amended by CalPERS.

#### (c) Annual Pension

For fiscal year 2003-2004, SCAG's annual pension cost and actual contribution was \$975,202. The required contribution for fiscal year 2003-2004 was determined as part of the June 30, 2002 actuarial valuation using the entry-age-normal-actuarial-cost method with the contributions determined as a percent of pay. The actuarial assumptions included (a) 8.25% investment rate of return (net of administrative expenses), (b) overall payroll growth rate of 3.75%, and (c) 2.00% cost-of-living adjustment. Both (a) and (b) include an inflation component of 3.5%. The actuarial value of the plan's assets was determined using a technique that smoothes the effect of short-term volatility in the market value of investments over a two- to five-year period, depending on the size of investment gains and/or losses. The plan's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis.

Notes to Basic Financial Statements

June 30, 2004

#### (d) Three-Year Trend Information

	_	Annual pension cost (APC)	Percentage of APC contributed	Net pension obligation
Fiscal year ended June 30:				
2002	\$	1,088,336	100%	
2003		946,594	100	
2004		975,202	100	

#### (e) Required Supplementary Information – Schedule of Funding Progress (Unaudited)

	_	Entry age normal accrued liability	Actuarial value of assets	Unfunded (overfunded) liability	Funded ratio	Annual covered payroll	UAAL as a percentage of payroll
Valuation date: 6/30/00 6/30/01 6/30/02	\$	35,767,244 39,699,281 43,980,159	45,888,121 47,837,741 45,865,812	(10,120,877) (8,138,460) (1,885,653)	128.3% 120.5 104.3	9,310,124 9,753,612 11,695,863	(108.7%) (83.4) (16.1)

#### (11) Deferred Compensation

SCAG has a deferred compensation plan that is available to substantially all employees. The plan allows employees to defer a portion of their current income from state and federal taxation. Employees may terminate their participation at any time by giving written notice at least 30 days prior to the effective date of termination. However, withdrawal of funds prior to an employee's retirement or death is subject to approval. At June 30, 2004, plan assets totaling \$6,942,074 were held by independent trustees and, as such, are not reflected in the accompanying basic financial statements.

All amounts of compensation deferred under the plans are solely the property and rights of each beneficiary (pursuant to legislative changes effective in 1998 to the Internal Revenue Code Section 457, this includes all property and rights purchased and income attributable to these amounts until paid or made available to the employee or other beneficiary). SCAG has no liability for losses under the plans, but does have the fiduciary duty of care that would be required of a prudent investor.

#### (12) Postemployment Benefits

SCAG provides medical insurance coverage to its retired employees. These retired individuals are entitled to a monthly insurance premium benefit for the cost of a retiree's insurance premium to a maximum of \$550 per month. For the year ended June 30, 2004, SCAG provided and paid for medical insurance premium benefits for 52 retired employees at a total cost of \$262,198.

# Supplemental Combining Financial Statements

#### **Balance Sheet**

# Federal Transportation Administration – Major Fund

June 30, 2004

Assets		Section 5303 Fund 04050	Combined other Funds	Total
Receivables – federal grants	\$.	1,159,348	359,372	1,518,720
Total assets	\$	1,159,348	359,372	1,518,720
Liabilities and Fund Balances	·			
Accounts and contracts payable Accrued liabilities Due to other funds	\$	896,469 29,083 233,796	229,377 — 129,995	1,125,846 29,083 363,791
Total liabilities		1,159,348	359,372	1,518,720
Fund balances – undesignated				
Total liabilities and fund balances	\$	1,159,348	359,372	1,518,720

#### Statement of Revenues, Expenditures, and Changes in Fund Balances

# $Federal\ Transportation\ Administration-Major\ Fund$

Year ended June 30, 2004

	_	Section 5303 Fund 04050	Combined other Funds	Total
Federal grants and services	\$_	5,119,273	439,939	5,559,212
Expenditures:		1,050,902		1,050,902
Salaries and wages Fringe benefits		597,636		597,636
Indirect costs Contractual services		1,796,906 1,554,821	439,939	1,796,906 1,994,760
Reproduction and printing Professional services and other		59,441 26,800		59,441 26,800
Travel	-	32,767		32,767
Total expenditures	-	5,119,273	439,939	5,559,212
Excess of revenues over expenditures			_	
Fund balances, beginning of year	-			
Fund balances, end of year	\$			

Statement of Revenues, Expenditures, and Changes in Fund Balance

Budget and Actual on a Budgetary Basis – Federal Transportation Administration – Major Fund

Year ended June 30, 2004

	_	Adopted and final budget	Actual	Variance – favorable (unfavorable)
Revenues:				
Federal grants	\$_	7,016,991	5,559,212	(1,457,779)
Expenditures:				
Salaries and wages		1,139,735	1,050,902	88,833
Fringe benefits		568,440	597,636	(29,196)
Indirect costs		1,862,031	1,796,906	65,125
Contractual services		3,266,238	1,994,760	1,271,478
Reproduction and printing		93,494	59,441	34,053
Travel		34,105	32,767	1,338
Professional services and other	Pender	52,948	26,800	26,148
Total expenditures	_	7,016,991	5,559,212	1,457,779
Excess of revenues over expenditures		_	_	_
Fund balance, beginning of year	_	A		
Fund balance, end of year	\$ _			

# Balance Sheet

# Federal Highway Administration - Major Fund

June 30, 2004

Assets	_	PL Fund 04060	Combined other Funds	Total
Receivables – federal grants	\$	1,564,988	167,400	1,732,388
Due from other funds	_		268,124	268,124
Total assets	\$ _	1,564,988	435,524	2,000,512
Liabilities and Fund Balances				
Accounts and contracts payable Accrued liabilities Due to other funds	\$ -	557,542 187,068 820,378	177,551 — 257,973	735,093 187,068 1,078,351
Total liabilities		1,564,988	435,524	2,000,512
Fund balances – undesignated	_			
Total liabilities and fund balances	\$ _	1,564,988	435,524	2,000,512

# Statement of Revenues, Expenditures, and Changes in Fund Balances Federal Highway Administration – Major Fund

Year ended June 30, 2004

	PL Fund 04060	Combined other Funds	Total
Federal grants and services	\$ 13,151,086	257,973	13,409,059
Expenditures: Salaries and wages Fringe benefits Indirect costs Contractual services Reproduction and printing Professional services and other Travel	3,393,885 1,925,816 5,798,475 1,862,360 32,844 89,909 47,797		3,393,885 1,925,816 5,798,475 2,120,333 32,844 89,909 47,797
Total expenditures	13,151,086	257,973	13,409,059
Excess of revenues over expenditures		_	
Fund balances, beginning of year	<u> </u>		
Fund balances, end of year	\$ 		

Statement of Revenues, Expenditures, and Changes in Fund Balance

Budget and Actual on a Budgetary Basis – Federal Highway Administration – Major Fund

Year ended June 30, 2004

	_	Adopted and final budget	Actual	Variance – favorable (unfavorable)
Revenues:				
Federal grants	\$ _	15,226,056	13,409,059	(1,816,997)
Expenditures:				
Salaries, wages, and fringe benefits		3,645,498	3,393,885	251,613
Fringe benefits		1,846,657	1,925,816	(79,159)
Indirect costs		5,985,738	5,798,475	187,263
Contractual services		3,362,784	2,120,333	1,242,451
Reproduction and printing		64,793	32,844	31,949
Travel		91,185	47,797	43,388
Professional services and other		229,401	89,909	139,492
Total expenditures	_	15,226,056	13,409,059	1,816,997
Excess of revenues over expenditures		_		
Fund balance, beginning of year	_			
Fund balance, end of year	\$ _			

Combining Balance Sheet

Nonmajor Funds June 30, 2004

Assets		Federal Funds	State Funds	Local Funds	Total
Receivables: Federal grants State grants and contracts Local grants and contracts Other Due from other funds	\$	113,323 ——————————————————————————————————	351,556 — — 80	799,340  537,930	113,323 351,556 799,340 — 770,472
Total assets	\$_	345,785	351,636	1,337,270	2,034,691
Liabilities and Fund Balances					
Accounts and contracts payable Accrued liabilities Due to other funds Deferred revenue	\$	14,903 17,177 313,705	98,554 5,102 247,980	316,357 3,885 917,028 100,000	429,814 26,164 1,478,713 100,000
Total liabilities		345,785	351,636	1,337,270	2,034,691
Fund balances – undesignated					
Total liabilities and fund balances	\$_	345,785	351,636	1,337,270	2,034,691

# Combining Statement of Revenues, Expenditures, and Changes in Fund Balances

# Nonmajor Funds

Year ended June 30, 2004

	_	Federal Funds	State Funds	Local Funds	Total
Grant revenues	\$_	1,171,300	740,473	1,551,398	3,463,171
Expenditures:					
Salaries and wages		231,379	62,107	194,855	488,341
Fringe benefits		122,378	27,492	114,203	264,073
Indirect costs		385,678	97,662	336,789	820,129
Contractual services		431,415	533,691	896,045	1,861,151
Reproduction and printing				2,035	2,035
Professional services and other			19,271	5,088	24,359
Travel	_	450	250	2,383	3,083
Total expenditures	•	1,171,300	740,473	1,551,398	3,463,171
Excess of revenues over expenditures		_	_		_
Fund balances, beginning of year			<u></u>		
Fund balances, end of year	\$ _				

Combining Balance Sheet Federal Nonmajor Funds June 30, 2004

Assets	HUD Home Program Funds 20780/01820/ 02830	FRA Maglev Fund 02973	FAA Airport Funds 02510-20/ 20600/20700/ 03530	Total
Receivables – federal grants Due from other funds	\$ Manage	13,418	99,905 232,462	113,323 232,462
Total assets	\$ 	13,418	332,367	345,785
<b>Liabilities and Fund Balances</b>				
Accounts and contracts payable Accrued liabilities Due to other funds	\$ 	22  13,396	14,881 17,177 300,309	14,903 17,177 313,705
Total liabilities		13,418	332,367	345,785
Fund balances – undesignated				
Total liabilities and fund balances	\$ 	13,418	332,367	345,785

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances

Federal Nonmajor Funds

Year ended June 30, 2004

		HUD Home Program Funds 01820	FRA Maglev Fund 02973	FAA Airport Funds 02510-20/ 20600/20700/ 03530	Total
Federal grants and services	\$.	26,199	231,821	913,280	1,171,300
Expenditures: Salaries and wages Fringe benefits Indirect costs Contractual services Travel		1,254 814 2,253 21,878	43,132 14,817 63,248 110,174 450	186,993 106,747 320,177 299,363	231,379 122,378 385,678 431,415 450
Total expenditures		26,199	231,821	913,280	1,171,300
Excess of revenues over expenditures			_	_	
Fund balances, beginning of year					
Fund balances, end of year	\$				

Combining Balance Sheet State Nonmajor Funds June 30, 2004

Assets	RHNA Fund 01800	Caltrans State Planning and Research Fund 20190/ 20300/ 03190	Combined other funds	Total
Receivables – state grants Due from other funds	\$ 27,564	148,057 80	175,935	351,556 80
Total assets	\$ 27,564	148,137	175,935	351,636
<b>Liabilities and Fund Balances</b>				
Accounts and contracts payable Accrued liabilities Due to other funds	\$ 27,564	2,469 145,668	98,554 2,633 74,748	98,554 5,102 247,980
Total liabilities	27,564	148,137	175,935	351,636
Fund balances – undesignated				
Total liabilities and fund balances	\$ 27,564	148,137	175,935	351,636

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances

State Nonmajor Funds

Year ended June 30, 2004

		RHNA Fund 01800	Caltrans State Planning and Research Fund 03190	Combined other funds	Total
State grants and services	\$		537,780	202,693	740,473
Expenditures: Salaries and wages Fringe benefits Indirect costs Contractual services Professional services and other Travel		_ _ _ _ 	41,928 18,215 65,556 412,081	20,179 9,277 32,106 121,610 19,271 250	62,107 27,492 97,662 533,691 19,271 250
Total expenditures	_	-	537,780	202,693	740,473
Excess of revenues over expenditures				_	
Fund balances, beginning of year	_				
Fund balances, end of year	\$ =				

Combining Balance Sheet Local Nonmajor Funds June 30, 2004

Assets	_	TDA Planning Fund 04110	Maglev Fund 02970-71	Fee Services 02310	Core Rideshare 01900/ 02335/ 03880-03901	MTA Employer Services 03910	VCTC Employer Services 01910
Receivables – local grants Due from other funds	\$	87,909	481 	70,460	225,798	113,737	68,522
Total assets	\$ _	87,909	481	70,460	225,798	113,737	68,522
<b>Liabilities and Fund Balances</b>							
Accounts and contracts payable Accrued liabilities Due to other funds Deferred revenue	\$	84,024 3,885 — —	11 	70,460 —	225,798	113,737	68,522 ————
Total liabilities		87,909	481	70,460	225,798	113,737	68,522
Fund balances - undesignated		_					
Total liabilities and fund balances	\$ =	87,909	481	70,460	225,798	113,737	68,522

MTA Web Access/ Commuter Channel 01500-01520	RTA/Sunline/ ITS 03420/ 04580	RCTC 99750	Cash Match 03640/ 03700-03730 04540-04570 04720 04830-04860	Combined other funds 03620/ 04520/ 04940	Total
231,000	 28.604	8,158	63,657 244,696	17,527 176,721	799,340 537,930
231,000	28,604	8,158	308,353	194,248	1,337,270
-					
	28,604		184,346	19,372	316,357
	_	_	-		3,885
231,000	<u> </u>	8,158	24,007 100,000	174,876	917,028 100,000
231,000	28,604	8,158	308,353	194,248	1,337,270
231,000	28,604	8,158	308,353	194,248	1,337,270

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances

Local Nonmajor Funds

Year ended June 30, 2004

	TDA Planning 04110	Maglev Project 02970-71	Fee Services 02310	Core Rideshare 01900/ 02335/ 03880-03901	MTA Employer Services 03910	VCTC Employer Services 01910
Local grants and services	829,680	116,017				
Expenditures:						
Salaries and wages	166,761	21,678		<del></del>	_	<del></del>
Fringe benefits	102,558	7,408				
Indirect costs	293,559	31,619	_	_		
Contractual services	257,543	55,065				_
Reproduction and printing	2,035	_			<del></del>	
Professional services	4,699	22	_		_	_
Travel	2,158	225			_	
Other	367					
Total expenditures	829,680	116,017				<del></del>
Excess of revenues over expenditures	and the second	_	_	_	_	_
Fund balances, beginning of year						
Fund balances, end of year	\$					

MTA Web Access/ Commuter Channel 01500-01520/	RTA/Sunline/ ITS 03420/ 04580	RCTC 99750	Cash Match 03640/ 03700-03730 04540-04570 04720 04830-04860	Combined other funds 03620/ 04520/ 04940	Total
_			258,499	347,202	1,551,398
		_	_	6,416	194,855
		_	_	4,237	114,203
			_	11,611	336,789
	-		258,499	324,938	896,045
_	****		<del></del>		2,035
-		-			4,721
_				_	2,383
					367
	_		258,499	347,202	1,551,398
		_			
	<del></del>				

# **Supplemental Schedules**

# Supplemental Schedule of Indirect Costs and Changes in Indirect Costs Year ended June 30, 2004

Indirect costs:		
Salaries and wages	\$	2,642,493
Fringe benefits		1,477,817
Office space leases		1,179,039
Professional services		1,336,095
Computer support		170,359
Telephone		87,772
Reproduction services		143,718
Equipment repairs and maintenance		16,428
Travel		54,386
Equipment lease		341,398
Memberships		61,703
Insurance		241,872
Postage and delivery		66,584
Capital outlay/depreciation		393,868
Printing		12,986
Professional materials		15,828
Other		40,400
Total indirect costs		8,282,746
Indirect costs recovered:		
General Fund		14,721
Federal Highway Administration		5,798,475
Federal Transportation Administration		1,796,906
Nonmajor Funds		820,129
Indirect costs recovered		8,430,231
(Over) recovered		(147,485)
General Fund contribution		(837,582)
Underrecovered indirect costs, beginning of year		837,283
(Over) recovered indirect costs from prior year	***	(299)
(Over) recovered indirect costs, end of year	\$	(147,784)

Supplemental Schedule of Fringe Benefits and Changes in Fringe Benefits Year ended June 30, 2004

Fringe benefits:		
Employee leave and other salary benefits	\$	1,300,879
Medical insurance		1,115,883
PERS – retirement plan		975,202
Medicare tax – employer share		116,602
Life insurance		99,907
Bus passes		70,911
Unemployment compensation insurance		517,758
Carpool parking subsidy		3,640
SGA Match-Deferred Compensation		65,327
Other		3,518
Total fringe benefits		4,269,627
Fringe benefits recovered:		
Allocated to indirect cost		1,477,817
General Fund		4,285
Federal Highway Administration		1,925,816
Federal Transportation Administration		597,636
Nonmajor Funds	prince and an artist and an artist and artist artist artist artist artist and artist	264,073
Total	******	4,269,627
Underrecovered fringe benefits		_
Underrecovered fringe benefits, beginning of year		
Underrecovered indirect costs, end of year	\$	

Distribution of Salaries and Fringe Benefits by Project Area Year ended June 30, 2004

	_	Salaries and wages	Fringe benefits	Salaries, wages, and fringe benefits
Charges to direct projects	\$	4,933,128	2,787,525	7,720,653
Charges to General Fund projects		9,220	4,285	13,505
Charges to indirect projects		2,642,493	1,477,817	4,120,310
Charges to leave	_	1,158,128 (1)		
Totals for the year ended June 30, 2004	\$ _	8,742,969	4,269,627	

<sup>(1)</sup> Includes salaries paid to staff on vacation and other paid leave. Leave costs are included in fringe benefits.

# **Statistical Section**

General Governmental Expenditures by Type

Last Ten Fiscal Years

Fiscal year	 Salaries and fringe	Indirect cost*	Contracting and services	All other	Total
1995	\$ 4,952,161	4,643,626	5,976,193	663,874	16,235,854
1996	7,942,814	7,418,850	7,391,085	760,501	23,513,250
1997	7,463,338	7,506,402	4,897,967	749,400	20,617,107
1998	7,192,604	7,250,759	6,193,578	1,316,323	21,953,264
1999	8,265,083	7,148,384	7,641,988	1,683,962	24,739,417
2000	8,033,466	7,160,797	14,575,906	1,342,093	31,112,262
2001	8,914,373	8,426,247	17,046,907	1,555,304	35,942,831
2002	10,002,738	9,633,226	16,364,516	1,769,014	37,769,494
2003	9,015,806	8,945,404	10,094,743	1,126,270	29,182,223
2004	7,734,158	8,430,231	6,440,602	810,255	23,415,246

<sup>\*</sup> Restated for consistency with financial reporting in FY 02 and FY 03. Internal Services were reported separately.

Source: SCAG Finance Department.

General Governmental Revenues by Source\*
Last Ten Fiscal Years

Fiscal year	 Federal	State	Local	Member dues	Other revenue	Total
1995	\$ 13,510,582	1,116,267	1,127,768	761,025	159,684	16,675,326
1996	19,548,881	1,294,048	2,117,064	650,495	86,971	23,697,459
1997	12,551,011	4,678,456	2,769,393	749,413	130,633	20,878,906
1998	12,371,602	4,706,203	3,798,770	726,820	157,019	21,760,414
1999	14,838,346	1,862,373	7,172,310	756,357	126,718	24,756,104
2000	19,222,096	2,275,944	8,710,388	734,162	73,022	31,015,612
2001	24,452,226	1,437,051	8,572,072	768,108	50,535	35,279,992
2002	23,612,490	3,951,092	7,823,118	1,152,885	319,211	36,858,796
2003	22,540,651	670,492	5,316,392	1,193,069	: 27,755	29,748,359
2004	20,139,571	740,473	1,551,398	1,270,190	107,869	23,809,501

<sup>\*</sup> Includes all governmental fund types.

Source: SCAG Finance Department.

# Major Federal Fund Revenues Last Ten Fiscal Years

Fiscal year	_	Federal Transit Administration	Federal Highway Administration	Total
1995	\$	2,566,185	9,392,424	11,958,609
1996		1,687,054	12,345,790	14,032,844
1997		1,086,395	9,037,409	10,123,804
1998		1,029,881	9,043,196	10,073,077
1999		2,228,922	10,474,128	12,703,050
2000		3,451,257	11,578,737	15,029,994
2001		3,793,854	16,954,797	20,748,651
2002		4,967,909	17,391,761	22,359,670
2003		7,723,386	12,507,788	20,231,174
2004		5,559,212	13,409,059	18,968,271

Source: SCAG Finance Department.

# Indirect and Fringe Benefit Costs Last Ten Fiscal Years

Fiscal year	Indirect cost*	Fringe benefits	Total
1995	\$ 5,196,637	1,746,985	6,943,622
1996	7,131,858	2,797,988	9,929,846
1997	7,426,035	2,434,354	9,860,389
1998	7,898,201	2,963,593	10,861,794
1999	8,371,674	4,090,959	12,462,633
2000	9,195,086	3,380,803	12,575,889
2001	10,397,637	3,895,232	14,292,869
2002	9,738,957	4,761,852	14,500,809
2003	8,762,846	4,407,432	13,170,278
2004	8,282,746	4,269,626	12,552,372

<sup>\*</sup> Restated to include internal service funds included in Indirect Cost in FY 02 and FY 03 and reported separately in prior years. Indirect Cost Allocation Plans are reviewed and approved by Caltrans for Federal reimbursements.

Source: SCAG Finance Department.

Population by County in the SCAG Region

Last Ten Calendar Years

Calendar year		Imperial	Los Angeles	<u>Orange</u>	Riverside	San Bernardino	Ventura	Total
1995	*	134,800	9,103,900	2,597,100	1,365,500	1,573,900	702,800	15,478,000
1996	*	137,200	9,104,700	2,625,300	1,391,800	1,590,800	707,800	15,557,600
1997	*	138,600	9,147,100	2,672,800	1,420,600	1,613,500	716,100	15,708,700
1998	*	139,100	9,225,800	2,724,500	1,451,400	1,637,900	725,400	15,904,100
1999	*	140,000	9,330,100	2,776,100	1,490,500	1,666,600	736,000	16,139,300
2000	*	142,361	9,519,330	2,846,289	1,545,387	1,710,139	753,197	16,516,703
2001	*	146,008	9,661,839	2,887,031	1,586,910	1,747,564	765,263	16,794,615
2002	*	148,910	9,822,627	2,933,771	1,648,756	1,793,726	779,395	17,127,185
2003	*	152,576	9,966,190	2,975,397	1,719,004	1,842,060	791,580	17,446,807
2004	*	156,562	10,102,961	3,017,298	1,776,743	1,886,481	802,436	17,742,481

<sup>\*</sup> Population figures related based on the results of the 2000 Census.

Source: State of California, Department of Finance.

Number of Households by County in the SCAG Region

Last Ten Calendar Years

Calendar year		Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1995	*	37,262	3,057,287	865,212	448,066	499,461	227,643	5,134,931
1996	*	37,814	3,061,304	874,662	453,493	502,864	229,722	5,159,859
1997	*	38,218	3,067,677	883,229	458,021	506,155	231,838	5,185,138
1998	*	38,550	3,074,546	892,546	464,224	510,946	233,824	5,214,636
1999	*	38,912	3,082,136	900,568	473,016	516,258	236,185	5,247,075
2000	*	39,384	3,133,771	935,287	506,218	528,594	243,234	5,386,488
2001	*	39,714	3,141,823	941,630	515,716	532,557	246,034	5,417,474
2002	*	40,455	3,154,931	951,141	531,482	539,438	250,126	5,467,573
2003	*	41,340	3,170,393	958,815	546,495	547,439	253,138	5,517,620
2004	*	41,883	3,184,446	969,028	571,955	556,937	255,741	5,579,990

<sup>\*</sup> Household figures restated based on the results of the 2000 Census.

Source: State of California, Department of Finance.

Wage and Salary Employment by County in the SCAG Region

Last Ten Calendar Years

Calendar year		Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1995	* \$	40,900	3,938,500	1,251,700	1,169,900	(1)	350,300	6,751,300
1996	*	40,200	3,956,400	1,276,600	1,193,800	(1)	348,600	6,815,600
1997	*	41,100	4,110,400	1,330,400	1,250,200	(1)	354,000	7,086,100
1998	*	41,300	4,254,800	1,381,300	1,292,200	(1)	363,500	7,333,100
1999	*	42,100	4,291,400	1,418,600	1,362,900	(1)	374,700	7,489,700
2000	*	42,800	4,421,900	1,461,500	1,430,800	(1)	390,600	7,747,600
2001	*	42,800	4,506,900	1,481,800	1,484,100	(1)	395,700	7,911,300
2002	*	44,700	4,465,600	1,482,500	1,543,400	(1)	401,300	7,937,500
2003	*	46,100	4,451,700	1,515,900	1,588,700	(1)	407,700	8,010,100
2004	*	46,800	4,466,700	1,535,800	1,643,000	(1)	414,600	8,106,900

<sup>\*</sup> Wage and salary figures restated based on the results of the 2000 Census.

Source: State of California, Economic Development Department.

<sup>(1)</sup> For wage and salary employment statistics, the Counties of Riverside and San Bernardino are combined.

Labor Force by County in the SCAG Region

Last Ten Calendar Years

Calendar year	Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1995	57,900	4,275,500	1,318,700	606,200	674,500	378,600	7,311,400
1996	57,000	4,310,600	1,331,200	611,500	681,900	375,300	7,367,500
1997	56,000	4,412,300	1,375,200	638,200	704,400	378,800	7,564,900
1998	55,700	4,552,900	1,422,300	657,800	718,600	384,900	7,792,200
1999	55,000	4,558,400	1,457,200	689,400	746,900	393,500	7,900,400
2000	58,100	4,671,800	1,499,600	720,700	787,300	409,100	8,146,600
2001	54,700	4,777,000	1,528,300	750,000	812,300	414,700	8,337,000
2002	55,300	4,789,800	1,546,500	794,500	845,200	424,300	8,455,600
2003	57,200	4,788,800	1,575,600	817,600	870,800	430,400	8,540,400
2004	59,700	4,790,000	1,591,400	842,900	901,200	435,200	8,620,400

Source: State of California, Economic Development Department.

Unemployed by County in the SCAG Region

Last Ten Calendar Years

Calendar year	Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1995	17,000	337,000	67,000	57,500	53,300	28,300	560,100
1996	16,800	354,200	54,600	50,100	49,500	26,700	551,900
1997	14,900	301,900	44,800	47,700	44,700	24,800	478,800
1998	14,400	298,100	41,000	43,700	40,500	21,400	459,100
1999	12,900	267,000	38,600	37,400	36,000	18,800	410,700
2000	15,300	249,900	38,100	39,800	37,400	18,500	399,000
2001	11,900	270,100	46,500	39,300	38,900	19,000	425,700
2002	10,600	324,200	64,000	48,300	48,000	23,000	518,100
2003	11,100	337,100	59,700	49,500	50,200	22,700	530,300
2004	12,900	323,300	55,600	48,500	52,600	20,600	513,500

Source: State of California, Economic Development Department.

Housing Units by County in the SCAG Region

Last Ten Calendar Years

Calendar year	Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1995	41,275	3,236,015	915,867	538,273	584,493	239,634	5,555,557
1996	41,878	3,240,625	926,033	544,983	588,571	241,797	5,583,887
1997	42,331	3,247,140	935,097	552,061	592,631	243,888	5,613,148
1998	42,709	3,254,772	945,034	559,543	598,234	246,075	5,646,367
1999	43,067	3,261,750	954,882	569,287	604,060	248,500	5,681,546
2000	43,891	3,270,906	969,484	584,674	601,369	251,712	5,722,036
2001	44,218	3,278,902	976,162	595,682	605,809	254,585	5,755,358
2002	45,035	3,292,582	986,067	613,667	613,139	258,798	5,809,288
2003	45,944	3,308,777	994,130	634,197	621,964	261,900	5,866,912
2004	46,531	3,323,630	1,003,929	659,795	632,267	264,583	5,930,735

Source: State of California, Economic Development Department.

Median Home Values by County in the SCAG Region

Last Ten Calendar Years

Calendar year	 Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1995	\$ 92,530	155,456	191,354	123,688	111,125	180,644	854,797
1996	97,157	154,559	191,250	123,000	105,850	183,458	855,274
1997	102,015	157,149	200,979	126,042	100,688	190,347	877,220
1998	107,115	172,074	220,750	125,494	105,438	205,083	935,954
1999	112,472	179,938	234,229	145,218	109,203	218,688	999,748
2000	118,095	196,458	252,958	144,487	117,188	250,021	1,079,207
2001	124,000	222,875	283,333	165,525	134,833	266,833	1,197,399
2002	130,200	263,767	335,818	187,359	152,839	320,729	1,390,712
2003	136,710	330,000	450,000	238,000	181,000	400,000	1,735,710
2004	146,000	414,000	540,000	319,000	246,000	500,000	2,165,000

Source: Rand Corporation.

Land Use by County in the SCAG Region
Last Ten Calendar Years

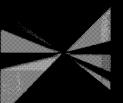
Calendar year	Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1995	4,175	4,060	790	7,208	20,062	1,846	38,141
1996	4,175	4,060	790	7,208	20,062	1,846	38,141
1997	4,175	4,060	790	7,208	20,062	1,846	38,141
1998	4,175	4,060	790	7,208	20,062	1,846	38,141
1999	4,175	4,060	790	7,208	20,062	1,846	38,141
2000	4,175	4,060	790	7,208	20,062	1,846	38,141
2001	4,175	4,060	790	7,208	20,062	1,846	38,141
2002	4,175	4,060	790	7,208	20,062	1,846	38,141
2003	4,175	4,060	790	7,208	20,062	1,846	38,141
2004	4,175	4,060	790	7,208	20,062	1,846	38,141

Source: Census Bureau, Tiger file.

Assessed Valuation by County in the SCAG Region
Last Ten Calendar Years

Fiscal year	 Imperial	Los Angeles	Orange	Riverside	San Bernardino	Ventura	Total
1994	\$ 5,192,812,241	504,244,585,278	175,974,510,566	73,205,446,918	72,849,568,366	43,607,742,994	875,074,666,363
1995	5,527,587,319	510,639,396,273	174,075,452,171	73,079,083,017	73,599,716,854	44,130,297,503	881,051,533,137
1996	5,693,948,914	500,272,751,287	173,837,116,914	73,159,381,185	71,893,375,620	44,746,796,380	869,603,370,300
1997	5,551,605,866	497,307,264,100	174,413,730,594	72,474,729,006	72,854,375,155	45,252,605,856	867,854,310,577
1998	5,627,769,284	501,456,640,687	179,335,984,190	73,424,218,753	74,330,189,999	46,619,917,098	880,794,720,011
1999	5,608,104,087	516,561,843,546	189,646,750,192	74,906,811,132	76,224,892,856	48,526,601,312	911,475,003,125
2000	5,743,907,262	546,327,369,732	206,183,506,744	79,757,592,482	78,426,342,715	51,256,814,965	967,695,533,900
2001	5,974,962,496	582,445,970,989	225,513,689,510	88,029,325,251	81,660,106,184	56,225,012,611	1,039,849,067,041
2002	6,509,341,507	622,333,984,376	246,142,319,416	97,381,425,501	86,962,701,280	61,033,182,674	1,120,362,954,754
2003	6,576,083,449	660,226,621,950	266,813,653,450	108,274,548,900	93,866,366,040	65,931,327,778	1,201,688,601,567

Source: State of California – Controller's Office.



California

San Brasilia

SCAG Region